

WELLAND PUBLIC LIBRARY BOARD

MINUTES

Minutes of the third regular meeting held on Monday, March 2021, 2022 at the Main Library and via Zoom.

PRESENT: Melanie Gross Kerho, Melissa McGlashan, Tina Van Tuyl, Lindsay Bryan, Alan O'Neill

REGRETS: Lee Gordyn, Carolyn Fast

ABSENT: Fred Sullivan

STAFF: Julianne Brunet (*Chief Executive Officer*), David Beaudoin 7:02 – 7:50 (*Manager of Information Technology & Systems*)

1. Call to Order

The Chair called the regular meeting to order at 7:02 pm.

2. Land Acknowledgement Statement

The land acknowledgement statement was read into the minutes.

3. Approval of the Agenda

Moved by Melissa McGlashan
Seconded by Alan O'Neill

22:027 That the agenda be approved as circulated

Carried

4. Disclosures of Pecuniary Interest

There were no disclosures of pecuniary interest.

5. Chair's Remarks

The Chair expressed her continued appreciation to the Board, Management Team, and Staff for their efforts, especially as pandemic restrictions are lifted and service levels return to normal.

6. Consent Agenda

- 6.1. Approval of Library Board Minutes of February 28, 2022
- 6.2. Approval of the Closed Library Board Minutes of February 28, 2022
- 6.3. Financial Report
 - 6.3.1 February Financial Report
- 6.4. Chief Executive Officer's Report
 - 6.4.1. CEO's February Monthly Report
 - 6.4.2. 2022 February Report on Library Activities

March 21, 2022

- 6.5. JHSC February Workplace Inspection Forms
- 6.6. Confidential Staffing Update
- 6.7. Correspondence – Lincoln Public Library

Moved by Tina van Tuyl
Seconded by Lindsay Bryan

21:028 **That the items in the Consent Agenda be approved** Carried

7. Business Arising

N/A.

8. Staff Reports

8.1 Covid-19 Update Report

The Chief Executive Officer outlined current operating procedures, safety protocols, and service levels. Masking and physical distancing requirements were lifted for the public on March 21, 2022, but these restrictions remain in place for staff pending updated information from the Ministry of Labour. It is recommended that the Library continue to abide by all sector-specific Provincial and Regional health recommendations, advice, and directives.

Moved by Melissa McGlashan
Seconded by Alan O'Neill

21:029 **That the Covid-19 Update Report be received** Carried

8.2 2022 Technology Expenditures Report

The Manager of Information Technology & Systems provided an updated technology spending plan for 2022.

Moved by Lindsay Bryan
Seconded by Alan O'Neill

21:030 **That the 2022 Technology Expenditures Report be approved** Carried

8.3 Q1 Action Items Progress Report

The Chief Executive Officer provided the Board with a status update on the 22 action items staff identified for completion in 2022.

Moved by Melissa McGlashan
Seconded by Lindsay Bryan

21:031 **That the Q1 Action Items Progress Report be received** Carried

8.4 Musical Instrument Lending Library Report

March 21, 2022

The Chief Executive Officer presented a plan to purchase, collect, and maintain a variety of foundational musical instruments to add to the Library's collection of circulating materials. The Chief Executive Officer requested approval for purchases as well as support to enter into discussions with Central Music to establish a repair/maintenance agreement.

Moved by Lee Gordyn
Seconded by Tina van Tuyl

21:032 That the Musical Instrument Lending Library Report be approved Carried

9. Discussion Items

9.1 2022 Advocacy Efforts

The Chief Executive Officer confirmed the Board's plans to produce a Board evaluation policy, assessment tool, and legacy document.

9.2 Board Evaluation & Legacy Document

The Board reviewed a draft of the assessment tool and discussed ways to encourage diversity on the Library Board. The Chair will send the draft policy and assessment to the Chief Executive Officer for compilation and review.

10. Policies

Disconnect from Work (AD 2-2.1)

As of June 2, 2022, Ontario employers with 25+ employees will be required to introduce a workplace policy that defines expectations for workers regarding participation in workplace activities outside of regularly scheduled hours. Applicable legislation, the OLS policy template, and representatives from the Union and Exempt employee groups template were consulted in the development of this new policy.

Moved by Lindsay Bryan
Seconded by Alan O'Neill

21:033 That the AD 2-2.1 Disconnect from Work policy be approved Carried

Use of Library Resources during an Election Period (AD 6-6.7)

This policy was reviewed against applicable legislation to confirm its continued compliance. Minor grammatical suggestions were noted.

Moved by Alan O'Neill
Seconded by Lindsay Bryan

21:034 That the Use of Library Resources during an Election Period policy (AD 6-6.7) be approved Carried

Mandatory Face Covering Policy (AD 6-6.8)

March 21, 2022

This policy is automatically repealed with the elimination of the Provincial directive and Regional by-law.

COVID-19 Vaccine Status Policy (AD 6-6.9)

This policy was reviewed to ensure its continued appropriateness in the circumstances.

Moved by Melissa McGlashan
Seconded by Lindsay Bryan

21:035 That AD 6-6.9 Covid-19 Vaccine Status Policy be revisited at the regular Library Board meeting on April 28, 2022 Carried

11. General Business/Questions

Melissa noted that she would be unable to attend the upcoming OLS Library Board meeting on April 6, 2022 at 6pm due to a conflict. Alan volunteered to attend on Melissa's behalf. Melissa will forward the meeting link to Alan upon receipt.

12. Member Announcements

N/A

13. Dates to Remember

- Monday, April 28, 2022, 7:00pm Library Board Regular Meeting (Hybrid)

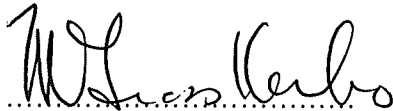
14. Adjournment

The regular meeting was adjourned at 8:28 pm on a motion by Lindsay Bryan

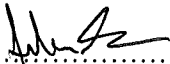
Closed Meeting

The Chair called the meeting to order at 8:34 pm

The closed meeting was adjourned at 9:15 pm on a motion by Lindsay Bryan


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Chairperson


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Secretary